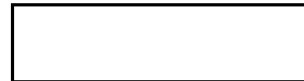



**CONFIDENTIAL**

10 August 1972

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MEMORANDUM FOR: Chiefs of Divisions and Staffs

SUBJECT : Modification in Current Classification Practices

1. I believe our current practices in the Clandestine Service in the exemption of documents from the General Declassification Schedule of E.O. 11652 may be somewhat at odds with  and may indeed be unnecessarily invoking restrictions on dissemination of documents. See paragraph b. of the attached memorandum from the Office of General Counsel (OGC 72-1077).

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2. To simplify our practices, I am by this memorandum determining that all classified written or electronic communications to or from any Clandestine Service installation abroad or in CONUS, or within any such installation, or to any other agency or CIA component from a Clandestine Service component, are exempt under Section 5B(2) of E.O. 11652. On each such communication, exemption should be indicated as stemming from Section 5B(2) of E.O. 11652. In view of this determination, it will not be necessary to mark documents "Warning Notice - Sensitive Intelligence Sources and Methods Involved" in order to accomplish exemption.

3. The foregoing does not of course mean that the marking "Warning Notice - Sensitive Intelligence Sources and Methods Involved" should not be used in appropriate cases. See the definition of "sensitive intelligence" and the restrictions on dissemination of such documents as discussed in paragraph b. of OGC 72-1077. The symbol for the Warning Notice marking in cable and telepouch traffic will continue to be "WN-SISM". This symbol may also be used instead of the stamp on dispatches and other intra-Agency correspondence, if the Warning Notice is applicable, but on documents which leave the Agency the full marking, either typed or stamped, will be used.

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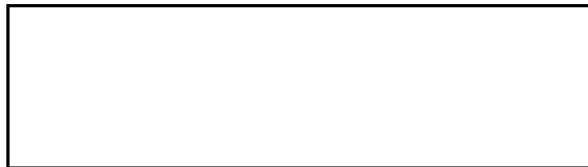
**CONFIDENTIAL**

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7. Application of this memorandum to intelligence information reports will be the subject of a separate communication.

8. You are reminded that the control marking "CIA Internal Use Only" is correctly used only in conjunction with a security classification. Neither the marking "CIA Internal Use Only" nor the marking "Administrative - Internal Use Only" by itself will serve to protect information from release under the Freedom of Information Act.

9. All Headquarters personnel concerned should be informed of the provisions of this memorandum. Field installations are being advised separately.



Thomas H. Karamessines  
Deputy Director for Plans

Attachment  
OGC 72-1077

CONCUR:

X1  
  
General Counsel

X1

Special Assistant for Information Control

10 August 1972  
Date

10 August 1972  
Date

**CONFIDENTIAL**

OGC 72-1077

25 July 1972

MEMORANDUM FOR: Special Assistant, Information Control

X1 SUBJECT :  Matters

By way of follow-up to several of the points we discussed this morning:

a. Mr. Halpern had indicated to you and to me Mr. Karamessines' concern that the use of the term "Approval of Director" or "APDIR" will be read as meaning that the Director has declassified the document involved. My own concerns with the use of the term are several. First, it is a contradiction in terms to say that something is "automatically" declassified when the Director acts to declassify it. Second, the stamp will not accomplish what is intended; that is, in 30 years the document will automatically declassify notwithstanding that the document bears the stamp which includes that term. As you know, the stamp contemplates that the blank will not be filled in when it is impossible to name a date or event which will cause declassification. One of the purposes in the use of this term, I understand, is to prevent the recipient of a document in which the blank has not been filled in from improperly inserting a date or event. I think Mr. Karamessines' point, as well as mine, could be met by using instead the term "impossible".

b. As you know, the Director, by his approval on 22 June of a memorandum to him from the Director of Security, exempted from automatic declassification "classified information or material bearing the notation 'WARNING NOTICE — SENSITIVE INTELLIGENCE SOURCES AND METHODS INVOLVED'." As a result of this action, many documents and all documents of certain types and categories are being stamped "Warning Notice — Sensitive Intelligence Sources and Methods Involved" in order to utilize the action taken by the Director. It may be that we are causing ourselves undue difficulty by this approach.

**CONFIDENTIAL**

Executive Registry

DD/P 72-3734

10 August 1972

MEMORANDUM FOR: Chiefs of Divisions and Staffs

SUBJECT : Modification in Current Classification Practices

1. I believe our current practices in the Clandestine Service in the exemption of documents from the General Declassification Schedule of E.O. 11652 may be somewhat at odds with [ ] and may indeed be unnecessarily invoking restrictions on dissemination of documents. See paragraph b. of the attached memorandum from the Office of General Counsel (OGC 72-1077).

25X

2. To simplify our practices, I am by this memorandum determining that all classified written or electronic communications to or from any Clandestine Service installation abroad or in CONUS, or within any such installation, or to any other agency or CIA component from a Clandestine Service component, are exempt under Section 5B(2) of E.O. 11652. On each such communication, exemption should be indicated as stemming from Section 5B(2) of E.O. 11652. In view of this determination, it will not be necessary to mark documents "Warning Notice - Sensitive Intelligence Sources and Methods Involved" in order to accomplish exemption.

3. The foregoing does not of course mean that the marking "Warning Notice - Sensitive Intelligence Sources and Methods Involved" should not be used in appropriate cases. See the definition of "sensitive intelligence" and the restrictions on dissemination of such documents as discussed in paragraph b. of OGC 72-1077. The symbol for the Warning Notice marking in cable and telepouch traffic will continue to be "WN-SISM". This symbol may also be used instead of the stamp on dispatches and other intra-Agency correspondence, if the Warning Notice is applicable, but on documents which leave the Agency the full marking, either typed or stamped, will be used.

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CL BY [ ]

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4. Also, there are certain objections to the use of the term "Approval of Director" or "Approval of DCI" in connection with exemptions from the General Declassification Schedule. See paragraph a. of OGC 72-1077. To meet these objections, we will hereafter employ instead the term "Date Impossible to Determine" in those instances where it is impossible to determine a date or event when the document will be declassified. On documents which are retained within the Agency, this term may be abbreviated as "IMPDET"; on documents which leave the Agency, it must be written out in full. The symbol to be used in cables and telepouches also will be "IMPDET".

5. Identification of the individual classifying a document remains an essential ingredient under  We have heretofore used for this purpose the word "Signer" or the Position Control Register number of the position occupied by the classifier. Hereafter, the classifier should be identified by his Agency employee number.

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6. A new consolidated stamp bearing the imprint:

"E\_\_IMPDET CL BY\_\_"

is being procured and will be available shortly. In the blank space following "E", the number "1", "2", "3", or "4" (or a combination thereof) will be inserted, and in the blank space following "CL BY" will be inserted the identification of the classifier. This single stamp, or a typing of it, may be used on all classified internal correspondence and forms for which a date or event when automatic declassification will take place cannot be determined, and eliminates the use of the following stamp on such documents.

CLASSIFIED BY _____
EXEMPT FROM GENERAL DECLASSIFICATION
SCHEDULE OF E. O. 11652, EXEMPTION CATEGORY:
§ 5B(1), (2), (3) or (4) (circle one or more)
AUTOMATICALLY DECLASSIFIED ON _____
(unless impossible, insert date or event)

If appropriate, the Warning Notice stamp, or the symbol WN-SISM, should be added.

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7. Application of this memorandum to intelligence information reports will be the subject of a separate communication.

8. You are reminded that the control marking "CIA Internal Use Only" is correctly used only in conjunction with a security classification. Neither the marking "CIA Internal Use Only" nor the marking "Administrative - Internal Use Only" by itself will serve to protect information from release under the Freedom of Information Act.

9. All Headquarters personnel concerned should be informed of the provisions of this memorandum. Field installations are being advised separately.



Thomas H. Karamessines  
Deputy Director for Plans

Attachment  
OGC 72-1077

CONCUR:

X1 

for General Counsel

X1 

Special Assistant for Information Control

10 August 1972  
Date

10 August 1972  
Date

CONFIDENTIAL

25X1

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Next 3 Page(s) In Document Exempt

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